

**Management Control Evaluation Checklist
Chaplain Activities - Contracting for Chaplain Clergy Services**

REGULATION NUMBER:	AR 165-1
DATE OF REGULATION:	27 MAR 98

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Assessable Unit : (Mailing address and phone number)

Function. The function covered by this checklist is Contracting for Civilian Clergy Services.

Purpose. The purpose of this checklist is to assist assessable unit managers, Management Control Administrators (MCAs), and Chaplaincy Resources Managers in evaluating the key management controls outlined below. It is not intended to cover all controls.

Instructions. Answers must be based on the actual testing of key management controls (e.g., document analysis, direct observation, sampling, simulation, other). Answers that indicate deficiencies must be explained and corrective action indicated in supporting documentation. These key management controls must be formally evaluated at least once every five years. Certification that this evaluation has been conducted must be accomplished on the enclosed DA Form 11-2-R (Management Control Evaluation Certification Statement.)

Supersession. This checklist replaces the checklist for "Chaplain Activities-Contracting for Civilian Clergy Services" previously published in DA Circular 11-93-2.

Comments. Help to make this a better tool for evaluating management controls. Submit comments to: ATTN DACH-IMB, Office of the Chief of Chaplains, 2700 Army Pentagon, Washington DC 20310-2700.

Evaluation conducted by: (Name, Grade, Title, Office Branch, Telephone Number)

Date of Evaluation

Evaluation Results: (Document the evaluation results on DA Form 11-2-R, in item 7)

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